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## LIBRARY COMMISSION MINUTES

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### Regular Meeting

Tuesday, December 1, 2009 5:30p.m.

Los Altos Main Library

13 South San Antonio Road, Los Altos, 94022

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### ROLL CALL

Commissioner Lai called the meeting to order at 5:34pm

Present: Chairperson Lai; Commissioners Struthers, Tucker, Smith, Gerich, Poulos and Suelzle

Absent:

Also Present: Peggy Ford; City Staff Liaison, Paul Miller, Community Librarian

### MINUTES

COMMISSIONER STRUTHERS MOVED that the minutes of November 3rd, 2009 be approved with changes. THE MOTION WAS SECONDED BY COMMISSIONER POULOS AND PASSED UNANIMOUSLY BY VOICE VOTE.

### PUBLIC COMMENT

### REPORTS

#### Paul Miller, Community Librarian

Paul reported for Melinda Cervantes about RFID pilot program taking place at the Los Altos Library. There are problems with the program, but they are working through them.

Paul reported for Melinda Cervantes about the revision to the catalog as well as other news items from the County Library. The library catalog will have a major renovation with the addition of Biblio Commons, which will allow users, if they choose, to save a list of materials they have previously checked out. In addition, searching will be more accurate; current reviews will be available; and users can add comments. Users will have to register to take advantage of these new features. The former catalog will also remain available to users.

Job stimulus money will be used to hire greeters for the county libraries.

The Friends and Commissioners Forum will take place January 30, 2010 at Library Headquarters in Los Gatos.

On the local level, there have been small problems with the implementation of the RFID project but the system is working. However, the Los Altos Library receives an unanticipated 100 - 200

items per day which need to be tagged. The company contracted to do the work has assigned a person to Los Altos to do the work.

The Woodland Library renovation is about three weeks behind schedule because a new roof contractor was hired. Woodland may reopen by March 1, 2010.

### Friends of the Library

Ida Cohen reported that the holiday book sale brought in about \$4300. Ongoing book sales have been increasing. Also, there have been some thefts from the book cart as well as the ongoing book sale area.

### LALE

Commissioner Smith reported that LALE funded 3 new projects in November. They were:

1.) Make available in the Los Altos Library, extra copies of the books assigned for summer reading for the district's high school students. 2.) Provide additional copies of books used by the Los Altos Library's teen librarian to conduct regular book talks for high school students, and 3.) Revitalize the classical literature holdings at the Los Altos Library.

### NCLA Report

At the next meeting the NCLA will be working on ballot language for parcel tax. They are leaning towards a fixed rate.

## **BUSINESS**

### **DISCUSSION AND ITEMS OF INTEREST**

#### Prioritization of 2010 goals

The Commission created a sub committee to work with the Community Librarian on ideas for the Library and work with various groups in the community to determine needs of the Library. The committee is made up of three Commissioners – Tucker, Poulos and Suelzle and one Friends of the Library member – Ida Cohen.

COMMISSIONER SMITH MOVED that the Library Commission appoint a sub committee to talk with various groups to determine needs of the Library THE MOTION WAS SECONDED BY COMMISSIONER GERICH AND PASSED UNANIMOUSLY BY VOICE VOTE.

#### County Library Joint Powers Authority and North County Authority Attendance

Assign specific commissioners to attend meetings of JPA and NCLA. The Commission would like to have a representative at JPA meetings to attend, voice views as related to the Los Altos Library and bring back information to the Commission as it pertains to the Los Altos Library.

### **FUTURE AGENDA ITEMS**

#### **Set January 5th Meeting Agenda**

### **ADJOURNMENT – 7:11p.m.**

Respectfully Submitted by

Peggy Ford, Senior Recreation Supervisor

Liaison to the Library Commission

